



CANNON BUILDING  
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STATE OF DELAWARE  
**DEPARTMENT OF STATE**

DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	<b>BOARD OF ARCHITECTS</b>
MEETING DATE AND TIME:	<b>Wednesday, March 3, 2010 at 1:30 p.m.</b>
PLACE:	<b>861 Silver Lake Blvd., Conference Room B, Second floor, Dover, Delaware</b>
MINUTES APPROVED:	<b>4/7/10</b>

**MEMBERS PRESENT**

Gregory Kindig, RA, Professional Member  
Arden Bardol, RA, Professional Member  
Prameela Kaza, Public Member  
Joseph Schorah, Public Member, Secretary  
Kenneth Freemark, RA, Professional Member  
Elizabeth Happoldt, Public Member  
John Mateyko, RA, Professional Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL**

Andrew Kerber, Deputy Attorney General  
Nicole M. Williams, Administrative Specialist II

**ABSENT**

Toni Bush Neal, Public Member  
Jean McCool, RA, Professional Member, President

**OTHERS PRESENT**

None.

**1.0 Call to Order**

Mr. Schorah called the meeting to order at 1:40 p.m.

**2.0 Review and Approval Of Minutes**

The Board reviewed the meeting minutes from February 3, 2010. Ms. Bardol advised the Board of a correction to be made. Ms. Bardol made a motion to approve the minutes with the correction, seconded by Ms. Kaza. Motion carried unanimously.

**3.0 Unfinished Business**

Final Decision and Order: Nicholas J. Tricarico

Ms. Williams advised the Board of the draft letter that Mr. Andrew submitted regarding the final decision from the Board for Mr. Tricarico's renewal hearing. Mr. Kerber drafted a letter addressed to Mr. Tricarico that states the Board final determination from the hearing but is not considered an actual decision and order. The Board reviewed the draft letter. Ms. Kaza made a motion, seconded by Mr. Freemark to approve the draft letter. Ms. Williams will send out the official letter.

#### Review of Unlicensed Activity Letters

Mr. Kerber updated the Board that he has no new information at this time.

Strategic Plan – Ms. Williams advised the Board that in the past one member from the rules and regulations committee would report back and update on the current changes that need to be made to the rules and regulations and/or statute, but since the restructure and change in Board members a new set of committee members needs to be formed. The Board discussed and will reform the Rules and Regulations committee members.

#### Discussion of Educational Program Limitations-Draft of letter to send

Ms. Williams advised the Board that at the last meeting the Board reviewed the draft letter that Mr. Kerber presented and made the amendments as the Board stated. Ms. Williams advised that the official letter went out in the mail today.

### **4.0 New Business**

#### Review of Reciprocity Applications – NCARB Certificate – Ratify Listing

Mr. Schorah read the names that were issued licenses on the listing to Peter Maruska, Ward Ayres, and Richard Siegfried. Mr. Freemark made a motion to ratify the listing, seconded by Ms. Kaza. Motion carried unanimously.

#### Review of Reciprocity Applications

There were none to review.

#### Review of Applications by Written Examination

There were none to review.

Mr. Kerber entered the meeting at 1:50 p.m.

#### Complaint Assignments and Reassignments

None

#### Certificate of Authorization Application

Ms. Bardol inquired as to how the Division will log the COA information in for Architects and how it will be enforced. Mr. Schorah advised to have the COA application form reviewed after the first year to see what changes may need to be made and then review the form every renewal thereafter. The Board concurred. Ms. Bardol also advised to have the COA notification sent out via a letter to all licensees' regarding this matter in addition to having it placed on the Division's website. Ms. William's will report back to the Board on how and when this notification will be sent to the licensee's. The Board further discussed the statute change regarding the COA. The Board discussed determining when the timeframe to obtain a COA for firms who already have an architect registered in DE. The Board determined that the statute regarding the COA is immediate. Ms. Bardol advised that the DAPE receives a COA certificate that has to be displayed. Ms. Williams advised that that would also apply for the architect COA. Mr. Mateyko inquired as to who the liability will fall upon if a firm is practicing with a registered architect but the firm is not registered. Mr. Kerber advised that it appears that the business entity will be liable and in violation of this statute if the business entity does not have the

COA. The Board will establish the necessary language in their rules and regulations for COA. Mr. Mateyko advised that the disciplinary action should be suspension or revocation of the license if the firm does not comply with the statute. Ms. Bardol inquired as to the meaning of 608 of Title 8. Mr. Kerber will report back to the Board as to the meaning at the next Board meeting.

Ms. Bardol advised that she believes the Board should also look at the Engineers COA application in addition to the two Ms. Williams provided for the Board to review and then form an application. Mr. Kerber advised that he will take a look at the Engineers and the two applications that Ms. Williams provided and then will send his draft to the Board members for their comments.

#### **5.0 Other Business Before the Board (for discussion only)**

Ms. Williams advised the Board about correspondence received from Edward Agoos. Mr. Agoos requested from the Board if they could waive the 24 hours of HSW CE requirement for reapplication due to his not being able to complete the whole 24 hours as of yet. The Board determined that the current regulations for reapplication require that Mr. Agoos obtain the 24 CE hours of HSW prior to reapplication. Ms. Williams will send Mr. Agoos a response letter notifying him of the Board's decision.

Ms. Williams advised the Board about correspondence received from Paul Checco. Mr. Checco requested if he would be able to obtain licensure in DE as at the time he was licensed in NY it was not required to have a NAAB accredited degree and he is not currently NCARB certified. Mr. Kerber advised that the current statute has been in effect well over six years and therefore Mr. Checco would have to either obtain the required NAAB accredited degree to apply by reciprocity by direct application or become NCARB certified by the Broadly Experienced Route.

Mr. Freemark inquired about a hearing that was supposed to take place as to a licensee not complying with the Audit. Ms. Williams advised that she will report back to the Board with an update at the next meeting.

#### **6.0 Public Comment**

There was no public comment.

#### **7.0 Next Scheduled Meeting**

The next meeting will be held on April 7, 2010 at 1:30 p.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

#### **8.0 Adjournment**

With no further business before the Board, Mr. Freemark made a motion, seconded by Ms. Kaza, to adjourn. The meeting adjourned at 2:36 p.m.

Respectfully submitted,



Nicole M. Williams  
Administrative Specialist II